

ADMINISTRATIVE - INTERNAL USE ONLY

15 October 1985

MEMORANDUM FOR: Director, Foreign Broadcast Information Service

STAT FROM:

[REDACTED]
Personnel and Training Branch, FBIS

STAT SUBJECT: Request for Approval for Leave Without Pay -

STAT 1. Paragraph 3 contains a request for approval of up to 3 months
STAT leave without pay for contract employee [REDACTED]

STAT 2. [REDACTED] was hired as a part-time contract
STAT employee teletypist at Key West Bureau. [REDACTED] is also an active
STAT duty employee of the U. S. Navy. He is scheduled to retire from the
STAT U. S. Navy in October 1985, and will depart Key West Bureau for his
STAT authorized terminal leave on 28 August 1985. DDS&T/OSO has offered
STAT [REDACTED] a staff position with their office after his military
STAT retirement and conversion to staff status.

STAT 3. In order to maintain [REDACTED] clearances during his
STAT conversion processing, P&TB/FBIS requests approval to place him in a
STAT leave without pay status not to exceed 3 months effective COB 28 August
STAT 1985.

STAT APPROVAL:

[REDACTED]

Director, Foreign Broadcast Information Service

16 OCT 1985

Date

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STAT DDS&T/FBIS/Per [redacted] (15OCT85)

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STAT 1 [redacted] File

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